OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

TO : MR. PARSONS

DATE: January 9, 1961

FROM : A. ROSEN

SUBJECT: WHITE HOUSE STAFF - KENNEDY ADMINISTRATION

DELETED COPY SENT BY LETTER 3/19/76 PER F.O.I.P.A. REQUEST

Sorensen

PAU/rh 3/29/76

Tolson
Mohr
Parsons
Belmont
Callahan
DeLoach
Malone
McGuire
Rosen
Tamm
Trotter
W.C. Sullivan
Tele. Room
Ingram
Gandy

On the basis of contacts with most of the individuals who will be attached to the White House staff when the Kennedy administration takes over, it appears there is a very definite division with the staff falling into two rather definite groups.

One is composed of the so-called intellectuals. The most influential individual in this faction is Theodore Sorensen who was with Senator Kennedy on the Hill and is known as an "idea" man. He has also been one of Kennedy's speech writers. Lining up with Sorensen are Mike Feldman and Timothy Reardon who were with Kennedy in the Senate and Adam Yarmolinsky. This is the group that has the theoretical approach.

D,C,

In contrast, there is a group that has a more practical view. The closest man in this group to the President-elect is Kenneth O'Donnell, who has been involved in Kennedy campaigning since 1952. Kenneth O'Donnell is a close personal friend of Robert Kennedy and is also reported to be a favorite of former Ambassador Kennedy. Backing the O'Donnell approach are such individuals as Lawrence O'Brien, who directed the organization of the Kennedy Presidential campaign, Ralph Dungan and Richard Donahue. Dungan will be attached to the White House as head of staff but Donahue, a Massachusetts lawyer, will undoubtedly go out to one of the agencies as general counsel.

D,C,

In staff meetings with the President-elect when individuals are being considered for various appointments, it is understood there are rather heated disagreements between these two groups, particularly as to the significance which should be attached to any derogatory information regarding a prospective appointee. In this connection on some occasions the President-elect is reported to have interrupted the discussion with the statement, "Let me see what the FBI report says."

President-elect Kennedy and his staff were obviously dismayed when, after announcing the appointment of Press Secretary Salinger, voluminous information concerning Salinger's mother's

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CAE:LS
(4)

REC- 44

EX- 1

13 JAN 17 1961

62 JAN 26 1961

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

Tolson
Belmont
Mohr
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Rosen
Sullivan
Tavel
Trotter
Tele. Room
Holmes
Gandy

TO : MR. BELMONT

DATE: November 28, 1963

FROM : S. B. DONAHOE

White House

SUBJECT: CORRESPONDENCE TO WHITE HOUSE

Pursuant to Mr. Tolson's instructions, mail formerly directed to P. Kenneth O'Donnell at the White House should now be directed to:

Honorable Walter W. Jenkins
Special Assistant to the President
The White House
Washington, D. C.

This is effective immediately.

ALL DIVISIONS ADVISED by COPY.

SBD:hmm
(9)
1 - Belmont
1 - Mohr
1 - Conrad
1 - Evans
1 - Rosen
1 - W.C.Sullivan
1 - Tavel
1 - Reading Room

62-48771-206

REC-48

EX-117

DEC 4 1963

DEC 11 1963

the three lawyers being discussed. There is, of course, no question that Robert Kennedy and the President-elect's brother-in-law, Sargent Shriver, continue to have a great influence on the President-elect.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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Tele. Room
Ingram
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TO : Mr. Evans

DATE: 3-2-61

FROM : W. V. Cleveland

SUBJECT: HANDLING OF CONFIDENTIAL SECURITY DOCUMENTS AT THE WHITE HOUSE

On March 1, 1961 [redacted], advised Supervisor O. E. Coleman that he had received information indicating laxity in the handling of classified security documents at the White House and he believed the Bureau should be informed of it.

b6
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b7D

[redacted] P. Kenneth O'Donnell at the White House. She told [redacted] that she had received information that date from [redacted] that she, [redacted] was frightened at the lack of security consciousness among the new people at the White House. [redacted] did not feel that classified documents were being properly protected and accounted for, and was especially concerned since [redacted] handles such classified matters as those originating with the National Security Council.

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[redacted] wanted to pass the foregoing on to the Bureau for whatever action was deemed advisable, but requested that under no circumstances should [redacted] be disclosed outside the Bureau as [redacted] would probably lose their jobs if it became known they had talked about this matter. [redacted] also said that neither [redacted] are aware that he has furnished this information to the Bureau.

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b7D

ACTION:

Mr. Evans is calling the foregoing to Mr. O'Donnell's attention. Of course, the sources will not be disclosed.

Dave - O'Donnell will take up with Bundy 3/7/61

REC- 61

62-48778-180

EX-114

7 MAR 9 1961

OEC:dlb

-4-

67 MAR 9 1961

OPTIONAL FORM NO. 10

UNITED STATES GOVE

Memorandum

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Tele. Room
Ingram
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TO : Mr. Parsons

DATE: 3-13-61

FROM : C. A. Evans

SUBJECT: SPECIAL TELEVISION SERVICE TO THE WHITE HOUSE

On Saturday afternoon, March 11, 1961, Kenneth O'Donnell Special Assistant to the President, called. He advised that he had received a telephone call from a representative of the telephone company in Florida offering to make available to the White House a special telephone line which would bring in the television coverage of the championship fight to be held in Florida, Monday evening, March 13, 1961. O'Donnell said that he had discussed this with the President and had been informed that while the President would like to see the fight, he did not feel that he should ask for any special consideration nor did the President want this publicized. Accordingly, O'Donnell felt that he had to take this matter up personally with a responsible official of the telephone company here in Washington. O'Donnell did not know any telephone company representative and asked if we could put him in touch with such an official.

Through our contact in the telephone company, arrangements were made to have Mr. Richard Nichols who is head of the Long Lines Division of AT & T here in Washington get in touch with O'Donnell.

While we had no part in the discussion between O'Donnell and Nichols, it is nevertheless understood that the television coverage of fight is being "piped in" to the White House.

1 - Mr. Mohr
1 - Mr. DeLoach
1 - Mr. Belmont

EX-114

62-48771-182

REC-71

MAR 16 1961

CAE:dlb
-7-

57 MAR 22 1961

March 2, 1961

PROPOSED CHANGE IN STENOGRAPHERS' MANUAL (SEAT OF GOVERNMENT)

Part 1, Section 3E, "Special Addresses," 1a, (2), Page 7, should be amended to read as follows:

(2) THE PRESIDENT'S ASSISTANTS

(a) PRESS SECRETARY

Honorable _____ _____
Press Secretary
The White House
Washington 25, D. C.

My dear Mr. _____:

(b) SPECIAL ASSISTANT TO THE PRESIDENT

Honorable _____ _____
Special Assistant to the President
The White House
Washington 25, D. C.

My dear Mr. _____:

62-48771-
NOT RECORDED
MAR 22 1961

FMB:smr
(4)

NOTE: Since the Kennedy administration has changed the STAFF setup at the White House, the above proposed changes are submitted to bring the stenos' manual in line with the current titles for the President's assistants. The manual now shows addresses for the "Secretary to the President" and the "Administrative Assistant to the President."

Since it is the Bureau's practice to not use the word "The" with the word "Honorable" it has not been used in

(cont'd on page 2.)

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Tele. Room
Ingram
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66 MAR 23 1961

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the above addresses. (The stenos' manual has not provided for the use of the word "The" with the word "Honorable," when a name is used, since 1945.)

Based on memo R. O. L'Allier to Mr. Belmont 2/8/61 re Bureau Correspondence Addressed to Presidential Appointees, OHB:sap.

March 2, 1961

PROPOSED CHANGE IN STENOGRAPHERS' MANUAL (SEAT OF GOVERNMENT)

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(2) THE PRESIDENT'S ASSISTANTS

(a) PRESS SECRETARY

Honorable _____ _____
Press Secretary
The White House
Washington 25, D. C.

My dear Mr. _____:

(b) SPECIAL ASSISTANT TO THE PRESIDENT

Honorable _____ _____
Special Assistant to the President
The White House
Washington 25, D. C.

My dear Mr. _____:

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23 MAR 22 1961

Manual Revision
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MAR 23 1961

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66-22564
66 MAR 23 1961

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Belmont

DATE: February 3, 1961

FROM : R. O. L'Allier

SUBJECT: BUREAU CORRESPONDENCE ADDRESSED TO WHITE HOUSE PERSONNEL

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Ingram
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During the Eisenhower Administration, the Bureau addressed mail to various members of the Eisenhower staff using where appropriate the word "Honorable" in connection with the address. In cases where titles were used, such as Major General Wilton B. Persons, The Assistant to the President, the title rather than "Honorable" was used. The following persons during the Eisenhower Administration were addressed with "Honorable";

James C. Hagerty	Secretary to the President
Thomas E. Stephens	Secretary to the President
Robert Keith Gray	Cabinet Secretary
David W. Kendall	Special Counsel to the President
Gerald D. Morgan	Deputy Assistant to the President
Bryce N. Harlow	Deputy Assistant for Congressional Relations
James J. Rowley	Special Agent in Charge, White Detail, US Secret Service

The new Kennedy Administration has changed the staff setup at the White House and the persons that the Bureau could logically address mail to are as follows:

Pierre Salinger	Press Secretary
P. Kenneth O'Donnell	Special Assistant to the President
Lawrence F. O'Brien	Special Assistant to the President
Theodore Sorensen	Special Counsel to the President
McGeorge Bundy	Special Assistant to the President for National Security Affairs

White House

RECOMMENDATION:

In order that the entire Bureau will be consistent in addressing mail to personnel at the White House, it is recommended that Bureau mail addressed to the above persons be addressed using "Mr." and deleting the word "Honorable."

REC-72 62-48771-183

EX-114

OHB:mls (8)
1-Mr. Parsons; 1-Mr. Mohr;
1-Mr. DeLoach; 1-Mr. Belmont;
1-Reading Room; 1-Mr. Bartlett;
1-Tickler 1-Mr. Evans

As soon as an organization chart of the White House becomes available, we will secure one.

25 MAR 22 1961

66 MAR 29 1961

memo L'Allier to Belmont 2-8-61 OHB:dap

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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W.C. Sullivan
Tele. Room
Ingram
Gandy

TO : Mr. Belmont

DATE: February 8, 1961

FROM : R. O. L'Allier

SUBJECT: CORRESPONDENCE WITH WHITE HOUSE

By letter dated February 3, 1961, the Bureau advised the Secretary of State that an intelligence agent. [redacted] This same information was furnished to the Attorney General and the intelligence agencies.

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On February 8, 1961, Mr. Bartlett of the Liaison Section received a telephone call from Mr. Paul Byrnes, Bureau of Security and Consular Affairs, State. Mr. Byrnes advised that he had received a call from the Office of the Secretary of State making reference to the above letter and asked if the Bureau furnished this information to the White House; that if the answer was in the negative does the Bureau have any objection to the Secretary of State mentioning this to the President.

Pursuant to your instructions, Mr. Bartlett advised Mr. Byrnes that this information was not furnished to the White House, however, it was given to the Attorney General. Mr. Byrnes was further advised that of course there was no objection to the Secretary of State mentioning [redacted]

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We have been furnishing items of interest to the White House to the Attorney General. It is suggested that we also send such items to P. Kenneth O'Donnell, who handles the President's appointments and occupies an office next to the President. He would appear to be the logical point of contact for furnishing this type of information to the White House. It is understood that Mr. O'Donnell has ready access to the President at all times.

OHB:ban
(7)
1 - Mr. Parsons
1 - Mr. Belmont
1 - Mr. Branigan
1 - Mr. Evans
1 - Liaison
1 - Mr. Bartlett

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71 APR 27 1961

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5 FEB 16 1961

57 FEB 17 1961

APR 27 1961

62-104045-1503

ORIGINALLY FILED IN

Memorandum L'Allier to Belmont
Re: CORRESPONDENCE WITH WHITE HOUSE

RECOMMENDATION:

If you approve, the Bureau will, in the future, address correspondence to Honorable P. Kenneth O'Donnell, Assistant to the President, The White House, Washington 25, D. C. This correspondence would encompass the same type of information previously furnished to General Persons, the Assistant to the President.

O.K. for Sec. of State H.Q.'s but no one else at present.

THE ATTORNEY GENERAL May 1, 1961

DIRECTOR, FBI

TRAVEL ITINERARIES White House -

As of this date I have no commitments which will entail travel outside of Washington, D. C., during the period May 1-15, 1961.

1 - Mr. John Seigenthaler
Administrative Assistant
to the Attorney General

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141 MAY 2 1961

19 MAY 2 1961

1 - Mr. Mohr
1 - Mr. DeLoach
1 - Mr. Ingram

MAILED 2
MAY 1 1961
COMM-FBI

NOTE: By memorandum dated April 19, 1961, John Seigenthaler, Administrative Assistant to the Attorney General, advised "The White House has asked to be advised of regular travel itineraries of the Attorney General and top assistants. The first report, which will be compiled in this office, is due on April 24th and subsequent reports on the 1st and 15th of each month. It will be appreciated if you will let us have any information pertinent to this in time to send to the White House on the dates they request."

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58 MAY 5 1961

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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Tele. Room
Ingram
Gandy

TO : Mr. Belmont

DATE: July 18, 1961

FROM : C. A. Evans

SUBJECT: SOLO
INTERNAL SECURITY - COMMUNIST

The Director's letter of July 17, 1961, to Kenneth O'Donnell at the White House was delivered to him the first thing this morning.

This letter furnishes information received from our informant as to [redacted] The circumstances under which this information was developed by our informant were outlined to Mr. O'Donnell.

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When I arrived at the White House O'Donnell was with the President. He regularly sees the President the first thing after the President arrives in his office each morning. When O'Donnell came out of the President's office McGeorge Bundy and the President's military aide went in to brief the President.

O'Donnell stated the information furnished by the Bureau was most important. He is to see that the President gets this data just as soon as McBundy and the General leave. O'Donnell indicated he knew the President would be most appreciative as this information is vital in relation to the Berlin situation which the President has under constant attention at this time.

O'Donnell said he fully appreciated why it was necessary to give him some of the circumstances surrounding this information orally, and he is to orally pass this along to the President. O'Donnell said that if the State Department knew of our informant it would be in the "New York Times" the next day. It was obvious from O'Donnell's comments that the President is very disturbed at the inability of the State Department to get anything really accomplished. O'Donnell characterized their lack of action as timidity. He said the President had indicated to the State Department that he wanted to issue a proclamation on captive nations, but that the State Department was dragging its feet because of a fear such a proclamation would antagonize the Russians. O'Donnell stated it was obvious firm action was required, but the President was not getting much help from the State Department in this regard.

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EX-107

REC-10 62-48771-184

NOT RECORDED

9 JUL 21 1961

102 JUL 21 1961

INT. SEC.

CAE:jh
(7)

CONFIDENTIAL INFORMATION OF INTEREST TO THE PRESIDENT

Memorandum to Mr. Belmont
Re: SOLO

ACTION TO BE TAKEN:

On the basis of O'Donnell's reaction here and his past expressions of confidence in the FBI, it is believed we should bring to O'Donnell's attention major items which would be of interest to the President. This will supplement our information furnished to the Attorney General which is relayed by him to the President. Ordinarily the Attorney General does this orally. It would be well to have some of these matters brought to the President's attention in writing. O'Donnell can do this. He has been obviously impressed with our factual, concise, direct memoranda. O'Donnell is also close to the Attorney General and many matters generally of a minor nature between the Attorney General and the President are funneled through O'Donnell. Because of this there should be no resentment or ill feeling on the part of the Attorney General if we furnish important information to O'Donnell on a selective basis.

If the Director approves, we will start giving information on major matters to O'Donnell for the President's use.

I agree

A very good suggestion.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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Tele. Room
Ingram
Gandy

TO: MR. W. C. SULLIVAN

DATE: November 1, 1961

FROM: R. O. L'ALLIER

SUBJECT: LIAISON WITH THE WHITE HOUSE

On November 1, 1961, Mr. Bartlett of the Liaison Section handed Mr. P. Kenneth O'Donnell, Special Assistant to the President, three letters from the Director involving matters of interest to the White House.

Mr. O'Donnell told Mr. Bartlett to tell the Director that the communications furnished by the Director to him are extremely helpful and that he wants the Director to know that he appreciates them. Mr. O'Donnell said that upon receiving a communication from the Director he has often taken the letter directly in for the President to read.

Mr. O'Donnell also advised that the information furnished by the Bureau to him concerning Dr. Cheddi Jagan of British Guiana was most helpful. You will recall that we furnished information to Mr. O'Donnell through Liaison regarding Dr. Jagan's position 35 minutes before the President saw Dr. Jagan. Mr. O'Donnell said this was most helpful.

Mr. Bartlett told Mr. O'Donnell that he would make this known to the Director.

ACTION:

For information.

EX-115

OHB:sap (7)

REC- 65 62-48771-190

1-Mr. Belmont
1-Mr. Evans
1-Mr. Sullivan
1-Mr. Donahoe
1-Liaison Section
1-Mr. Bartlett

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9 NOV 6 1961

64 NOV 15 1961

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PERS. REC. UNIT

October 24, 1961

MEMORANDUM FOR MR. TOLSON
MR. BELMONT
MR. SULLIVAN
MR. DELOACH

White House

Honorable P. Kenneth O'Donnell, Special Assistant to the President, called. He indicated they were having some little difficulty with their security from their standpoint and he wondered if Special Agent Orrin H. Bartlett could help them out for a little while by setting up a system among the different groups. I stated I would be glad to arrange this and would advise Mr. Bartlett of this matter and he would be in touch with Mr. O'Donnell.

Very truly yours,

J. E. H.

John Edgar Hoover
Director

REC-48 62-48271-191

cc-Mr. Ingram

19 NOV 9 1961

SENT FROM D. O.
TIME 4:30 p.m.
DATE 10-24-61
BY

U.S. DEPT. OF JUSTICE
F B I

Tolson
Belmont
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67 NOV 13 1961

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

Tolson
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Tele. Room
Ingram
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TO : MR. W. C. SULLIVAN

DATE: October 25, 1961

FROM : R. O. L'ALLIER

SUBJECT: WHITE HOUSE REQUEST FOR SURVEY

On October 24, 1961, the Director received a telephone call from Mr. P. Kenneth O'Donnell, Special Assistant to the President. Mr. O'Donnell requested, and the Director approved, the use of Special Agent Orrin H. Bartlett's services to set up a system which would assist him in connection with security clearances.

At 3:00 p.m. today, Mr. Bartlett conferred with Mr. O'Donnell, who advised as follows:

Since the November, 1960, elections the present Administration has requested the Bureau to conduct Special Inquiries. When completed, the Bureau's summaries are furnished directly to Mr. O'Donnell. He has not delegated to anyone the reading of the summaries and the granting of White House clearances. Since the new Administration took over on January 20, 1961, the Bureau has been requested to investigate, in addition to persons receiving Presidential Appointments, White House clerical employees and personnel to sit on various committees under the Science Advisor to the President. Therefore, requests to the Bureau for investigations come from three different offices. However, the final results all go to Mr. O'Donnell. In the past there have been duplicate requests for investigations and there needs to be closer coordination at the White House.

Mr. O'Donnell told Mr. Bartlett that he would like for him to take a look at the White House operation concerning requesting FBI investigations and the handling of the summaries after the investigation is completed and make recommendations to him for more efficient handling after the study is completed. Mr. O'Donnell would like to have Mr. Bartlett talk with his secretary, who handles part of the work, Dr. James B. Hartgering of the Science Advisor's office, and Miss Jerry Angel, who handles the requests on clerical personnel. Mr. Bartlett told

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OHB:hke
(7)
1-Mr. Belmont
1-Mr. Sullivan
1-Mr. DeLoach
1-Mr. Evans
1-Liaison
1-Mr. Bartlett

EX-115

REC-62

NOV 9 1961

Memo L'Allier to Sullivan 11/2/61 OHB/bam

67 NOV 13 1961

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Memorandum from Mr. L'Allier to Mr. Sullivan
RE: WHITE HOUSE REQUEST FOR SURVEY

Mr. O'Donnell this would be done.

OBSERVATION:

Mr. O'Donnell's request is not complicated; however, extreme caution and discretion will be used in handling this assignment. There is obviously room for improvement of the present system, and Mr. Bartlett will proceed with Mr. O'Donnell's request.

ACTION:

For information. You will be advised of the progress of this study.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

Tolson
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Ingram
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TO : MR. W. C. SULLIVAN

DATE: November 2, 1961

FROM : R. O. L'ALLIER

SUBJECT: WHITE HOUSE REQUEST FOR SURVEY

Reference is made to the Director's memorandum of October 24, 1961, advising that Honorable P. Kenneth O'Donnell, Special Assistant to the President, called and requested SA Orrin H. Bartlett to make a survey of the system now used by the White House dealing with security clearances. The Director indicated that he would be glad to arrange this. Reference is also made to my memorandum to you dated October 25, 1961, which records Mr. Bartlett's conversation with Mr. O'Donnell together with Mr. O'Donnell's request for the survey.

Mr. Bartlett has talked to all of the White House people involved in the White House procedure of requesting FBI investigations and he has also reviewed their procedures, indexes, and methods of notification following the granting of a White House clearance. The general picture is as follows:

Mr. O'Donnell is the key to the entire picture. He requests the Bureau to conduct special inquiries on persons involving a Presidential appointment such as top Government officials. A second office is set up headed by Mrs. Germaine Angel. She requests for Mr. O'Donnell investigations on persons to be employed at the White House in a clerical capacity. The third office at the White House requesting investigations is the President's Advisor on Science and Technology. Dr. James B. Hartgering handles this phase for Dr. Jerome B. Wiesner. At the present time there is no central index which would show pending investigations. Miss Pauline Fluet, Secretary to Mr. O'Donnell, maintains an index of completed investigations and White House clearances. She is notified by memoranda from the other two offices with lists of individuals after the Bureau has been requested to investigate. In the past Mr. O'Donnell has personally opened the envelope coming from the Bureau containing the summary. He personally reads each one and then tells Miss Fluet, his secretary, that clearance has been granted. If the person involved was not personally requested by Mr. O'Donnell, she then

OHB:ban
(7)

1 - Mr. Belmont
1 - Mr. Sullivan
1 - Mr. DeLoach
1 - Mr. Evans
1 - Liaison
1 - Mr. Bartlett

EX-115 62-48771-193

REC-1

NOV 9 1961

57 NOV 16 1961

telephones one or the other of the two offices and this is later followed up by a memorandum with a listing of names on persons cleared. It was determined that this system of notification did not always work and that the requesting office had to check after a lapse of time to determine if the investigation was completed and the clearance issued. As a point of interest, Miss Fluet, together with another secretary, have their desks in the same office with Mr. O'Donnell, which is just outside the President's office. There is a steady stream of people coming into Mr. O'Donnell's office and the telephone is constantly ringing. Therefore, it is conceivable that a telephone notification on a clearance could be missed.

Mr. Bartlett also determined that at the time Mr. O'Donnell actually read the Bureau's summary he had no indication what the person was being considered for. On occasions he had to stop his reading and make an inquiry as to the position involved before making a determination. This is time consuming. With the above problem in mind, Mr. Bartlett sought to come up with a simple workable system with a central coordinating point; namely Mr. O'Donnell's secretary, and at the same time relieve her of needless typing of index cards and lists and eliminating telephone calls.

On November 1 Mr. Bartlett talked to Mr. O'Donnell and told him that the system now in effect was generally workable but cumbersome and suggested to him the following:

At the time a request is sent to the FBI for investigation the office making the request will prepare a 3 x 5 index card showing name, date and place of birth, and position involved. These index cards are routed to Mr. O'Donnell's secretary clipped to a copy of the letter to the Bureau requesting investigation. She then places the index card in a pending section of her file. After the Bureau investigation is completed and the summary is delivered to Mr. O'Donnell's office, Miss Fluet will then open the envelope and attach the index card to the front of the summary together with a form memorandum on which is typed the date and name. This form has a place for Mr. O'Donnell's initials showing either approval or disapproval. When Mr. O'Donnell picks up the summary to read he knows immediately what the person is being considered for. After reading the summary he can place his initials on the memorandum which sticks below the index card

and after he initials the memorandum for approval or disapproval his secretary can place the index card in her file with a notation of action plus date. The memorandum can then be routed to the interested office which will give them immediate notification in writing of the action taken.

Mr. O'Donnell told Mr. Bartlett that he would immediately put this system into effect; that it was workable; more efficient and would be a benefit to him at the time he read the summary. Mr. O'Donnell said that he did not want a report in writing on this. He thanked Mr. Bartlett for the service rendered and asked that his appreciation be expressed to the Director.

On the morning of November 2 Mr. Bartlett talked to Dr. Hartgering of the Science Advisor's Office and Dr. Hartgering indicated that he was extremely pleased with Mr. O'Donnell's approval of the suggested handling; that the needed coordination would now be in effect and he expressed his appreciation for the assistance rendered by the Bureau.

ACTION:

For information.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

Tolson
Belmont
Mohr
Callahan
Conrad
DeLoach
Evans
Malone
Rosen
Sullivan
Tavel
Trotter
Tele. Room
Ingram
Gandy

TO : Mr. W. C. Sullivan

DATE: December 21, 1961

FROM : Mr. F. J. Baumgardner

1 - Mr. Belmont
1 - Mr. Sullivan
1 - Mr. Baumgardner
1 - Liaison
1 - Mr. Rampton

SUBJECT: DISSEMINATION OF INFORMATION TO UNITED STATES SECRET SERVICE, WHITE HOUSE DETAIL (INTERNAL SECURITY)

The purpose of this memorandum is to point out some duplication which occurs when we disseminate information of a routine nature orally to U. S. Secret Service and to recommend a change in our policy in this regard.

At the present time, when information is received indicating organizations or groups of individuals are planning to picket or otherwise demonstrate at the White House we furnish this information to Secret Service for its information and action. In most instances this information is furnished by the field to the Bureau and Washington Field Office (WFO) simultaneously, or we receive the information from WFO. WFO disseminates this information to Protective Research, White House Detail, U. S. Secret Service. In those instances where it is necessary to disseminate this information orally at the Bureau, such information is furnished by the Extra Duty Supervisors of this division or the Bureau's Liaison Agent with Secret Service (SA O. H. Bartlett). SA Bartlett has advised this information is also furnished to Protective Research, White House Detail, U. S. Secret Service, and that if WFO is disseminating to the Detail then we are duplicating dissemination.

It, therefore, appears that in instances of the above type we are engaging in duplicate dissemination. It appears in those instances where we receive information from WFO with the advice that it has disseminated to the White House Detail, or in those instances where WFO receives copies of correspondence indicating the necessity to disseminate information to the White House Detail, that no further dissemination be made at the Bureau to Secret Service and it is so recommended.

However, the above does not relate to, nor affect in any way, our present policy of disseminating pertinent information to Secret Service headquarters or to appropriate personages on the White House staff, such as P. Kenneth O'Donnell, the Special Assistant to the President, either orally or in writing.

RJR:blw:cdb
(6)

62-48771-R

NOT RECORDED
199 JAN 2 1962

ORIGINAL COPY FILED IN

Memorandum to Mr. Sullivan
RE: DISSEMINATION OF INFORMATION TO
UNITED STATES SECRET SERVICE, WHITE HOUSE DETAIL

RECOMMENDATIONS:

(1) We adopt the policy of not disseminating information orally to the White House Detail in those instances where the information is received from WFO and it has already disseminated the information to that Detail, or in those instances where communications are furnished the Bureau and WFO simultaneously which contain information which necessitates WFO to disseminate to that Detail. This has been discussed with SA Graham A. Day, Liaison Section, who completely concurs with these comments and who advises Liaison Section has no objections to the adoption of this policy.

(2) The attached yellow file copy of memorandum to All Supervisors, Domestic Intelligence Division, original on Plastiplate, be approved issuing instructions to eliminate duplication of dissemination to the U. S. Secret Service in instances of demonstrations at the White House. The copy of the memorandum to All Supervisors should be returned after approval to Supervisor Ralph J. Rampton, Room 817 Riddell Building, in order to have the Plastiplate run off and the memorandum distributed to the Supervisors. Copies will be placed in the folders containing instructions for Extra Duty Supervisors.

(3) The attached letter to Washington Field be approved issuing instructions in line with the foregoing.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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Tele. Room
Ingram
Gandy

TO : MR. BRENNAN

DATE: March 14, 1962

FROM : O. H. BARTLETT

SUBJECT: FBI LAW ENFORCEMENT BULLETIN

The White House Police have recently started a library containing information related to law enforcement work. Private Harold A. Dougherty of the White House Police has been named as librarian, in addition to his other duties. He has requested that the Bureau furnish them with any information which could serve as a nucleus to get this library started.

We have furnished the White House Police with back copies of the FBI Law Enforcement Bulletin which is most appreciated by them. We also have on the mailing list for the bulletin the Chief of the White House Police, Major Ralph Stover. Private Dougherty has advised that Major Stover puts the bulletin to good use and would rather keep it in his office than to send it to the library and as a result Private Dougherty has requested that the Bureau send a copy of the bulletin as it is published for the library's use.

ACTION:

It is recommended that the following dissemination be included on the mailing list of the Law Enforcement Bulletin:

Librarian, White House Police
The White House
Washington, D. C.

OHB:ban
(5)

1 - Mr. DeLoach
1 - Mr. Morrell
1 - Liaison
1 - Mr. Bartlett

REC- 42
EX-114

62-48771-195

5 MAR 16 1962

Placed on LEB mailing list by letter 3-15-62

XEROX MAR 19 1962

CRIME RESEARCH

5 1 MAR 21 1962

RECORDED AND FILED IN

CABINET PAPER

For Action

Copy to O.S. 11/3

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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Ingram
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TO : Mr. W. C. Sullivan

DATE: April 20, 1962

FROM : D. J. Brennan

SUBJECT: RELOCATION PLANS - WHITE HOUSE

On April 19, 1962, while Mr. Bartlett of the Liaison Section was at the White House, he saw Mr. David Palmer, U.S. Navy civilian who is serving as the Navy Projects Engineer at the White House. He works directly under the Naval Aide, Captain Tazewell T. Shepard. Bartlett has known Palmer for several years. Palmer recently served as the Navy's Project Engineer at Quantico and was extremely helpful to the Bureau in that capacity.

Palmer said he wanted to mention something to Bartlett in extreme confidence and Bartlett told him his information would be handled just that way. Palmer said that he is extremely worried about information appearing in the press and on radio within the past few weeks which deals directly with the relocation plans of the President in the event of war. He said that the press carried the story last weekend while the President was aboard the cruiser "Northampton" that this ship was one of the places the President might go and carry on his duties in the event of war. Palmer further said that recent publicity has stated the President might use an airplane which is based at Andrews Air Force Base in the event of emergency. Presumably this aircraft could be refueled in flight and the President could stay away from danger areas for a long period of time. Palmer said that both of these plans are accurate and he can see no reason in the world for them being made public.

Palmer said that following the expose regarding the aircraft, Captain Shepard became incensed and reported his feelings directly to Mr. P. Kenneth O'Donnell, the Special Assistant to the President. Palmer said that it was his feeling that Brigadier General Godfrey T. McHugh, the Air Force Aide, had leaked this to the press for the purpose of building up the prestige of the Air Force. Palmer said he does not know this is actually true. Palmer said that he knows that the Bureau can do nothing about this matter unless officially requested by the President to check into it but that he felt so strongly about it he wanted to get it off his chest.

62-48771-

25 APR 27 1962 RECORDED

170 MAY 1 1962

ACTION:

Inasmuch as the above appears to be a conflict within the President's official family and further that it has been reported to the President's top assistant, no action need be taken by this Bureau.

OHB:gp/npp (6)

1-Mr. Belmont
1-Mr. Sullivan
1-Liaison
1-Mr. H. Anderson

1-Mr. Bartlett

APR 27 1962

SENT DIRECTOR

ORIGINAL FILED IN

The Attorney General April 23, 1962

REC- 41

Director, FBI 62-47771-196

APR 23 1 42 PM '62

READING ROOM

B I

[redacted]

INFORMATION CONCERNING

b6
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b7D

This is to advise of certain information which has come to the Bureau's attention which may relate to the above individual. According to the information, which has not been verified, on [redacted]

b6
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b7D

The allegation was made that [redacted] Clark is owner of record of 17 per cent of the stock in the hotel. Morris Barney Dalitz, a well-known hoodlum, is the dominant figure in the operation of the hotel.

As noted above, no investigation has been conducted to verify this information and none is being made in the absence of instructions from the Department. The information is furnished you in view of the possibility that the [redacted] mentioned may be identical with [redacted], employed at the White House as [redacted] We have no information as to possible employment at the White House of a [redacted]

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1 - Mr. Colin Bartlett, 845 RB

NOTE: See cover memo captioned [redacted] dated April 23, 1962, ABF:jnd.

ABF:swb
(8)

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MAIL ROOM TELETYPE UNIT

SENT FROM D. O.
TIME
DATE 4-24-62

67 MAY 3 - 1962

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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TO : Mr. Evans

DATE: April 23, 1962

FROM : A. B. Eddy

SUBJECT: [redacted]

b6
b7C
b7D

A confidential informant of the Las Vegas Office advised that [redacted]

[redacted]

b6
b7C
b7D

[redacted]

REC-41 62-48771-16

For your information Wilbur Clark is the president of the Desert Inn Hotel and is an owner of record of 17 per cent of the hotel. Morris Barney Dalitz, a well-known hoodlum, is the dominant figure in the operation of this hotel.

APR 30 1962

RECOMMENDATION:

In view of P. Kenneth O'Donnell's absence from the White House, it is recommended that only the Attorney General be advised of the above. Attached for your approval is a letter to the Attorney General.

Enclosure

1 - Mr. Orin Bartlett, 845 RB

ABF:mb
(8)

SENT FOR APPROVAL

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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TO : MR. CALLAHAN

DATE: May 13, 1963

FROM : C. R. DAVIDSON

SUBJECT: DETAIL OF PERSONNEL TO THE WHITE HOUSE PERSONNEL MATTER

By letter dated 5-9-63 to the Heads of Divisions, Offices and Bureaus, Mr. S. A. Andretta, Administrative Assistant Attorney General, transmitted a copy of a memorandum to the Attorney General from the White House dated 4-29-63 concerning detailing employees to the White House from Executive Departments under authority of 3 USC 107.

In his letter Mr. Andretta pointed out that the Department of Justice staff has been very cooperative in releasing employees for detail to the White House. He also stated that in order for the program to continue to operate effectively, he desired arrangements be made so that all appropriate operating officials and employees in divisions and bureaus be fully advised regarding the program and the need for prompt release of well-qualified and conscientious employees.

The memorandum of 4-29-63 from the White House to the Attorney General was signed by T. J. Reardon, Jr., Special Assistant to the President. This memorandum reported that on 8-3-61 a memorandum was sent to the heads of some of the Executive Departments and agencies by Mr. Frederick G. Dutton, Special Assistant to the President, in connection with the extremely heavy work load in the White House and the need to call upon their respective agencies for detail personnel as authorized by the act approved 6-25-48, 3 U.S.C. 107. This memorandum expressed appreciation to those who had previously furnished personnel and to the Civil Service Commission for arranging this assistance.

The memorandum further indicated that since a great volume of work continues unabated there has been very little reduction in the White House need for detail personnel. The purpose of this memorandum was to call the Attorney General's attention to the matter so that all appropriate personnel and operating officials and employees of the Department of Justice will know of his interest in this program when a request for a detail is received from the Civil Service Commission. It was stated that the employees generally needed are typists, stenographers, file clerks and messengers. It was indicated that these employees should be well-qualified and conscientious and care should be taken to provide the best suited to fill the specific requirements. Also, that they should be personally the type of employee who the Attorney General would be willing to have assigned to his own immediate office.

WEL 53 MAY 24 1963

F 70

REC-89 EX-117

202

17 MAY 23 1963

PERS. REC. UNIT

WEL:par (4)
1 - Mr. C. R. Davidson
1 - Mr. Evans

(OVER.....)

Memorandum to Mr. Callahan
Re: Detail of Personnel to the White House
Personnel Matter

It was also pointed out that the cooperation and understanding that had been exhibited by most agencies had been gratifying; however, the program has encountered certain instances of difficulty where personnel on the operating level were not informed of the program and were unaware that the head of their agency was interested in its effectiveness. To avoid any such lack of knowledge in the future, the White House requested that the Attorney General as well as the heads of all other departments and agencies who may be asked for detail personnel arrange for all appropriate operating officials and employees of their agencies to be fully advised with regard to this program, the need and desire for complete cooperation, and of his interest in it. The memorandum concluded by stating, "I am sure that we can count on full cooperation from you and throughout your organization."

Title 3, USC, Section 107, states "Employees of the Executive Departments and independent establishments of the Executive Branch of the Government, may be detailed from time to time to the White House office for temporary assistance." Bureau files reveal that on 9-18-56 and 1-4-57 we received requests under this section of the Code to loan a typist and clerk to the White House. In both instances it was approved that we reply by advising that it was not possible to comply with the requests because of a critical shortage of personnel, which was done.

The present memorandum does not require acknowledgment and in view of our centralized personnel system, together with the fact that a request for such personnel would apply only to Washington, D. C., dissemination of information concerning this program to all officials as requested is not warranted. Should any requests be received, they will be evaluated and appropriate memoranda will be submitted. At the present time, all of our personnel are urgently needed, as we are operating below our allowed strength because of a cut in our supplemental appropriation request, which has necessitated a stringent economy program.

ACTION: We cannot spare any.

None, submitted for information purposes only.

OPTIONAL FORM NO. 10

UNITED STATES GOVERNMENT

Memorandum

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TO : Mr. Evans

DATE: 6/17/63

FROM : W. V. Cleveland
WHITE HOUSE

SUBJECT: ALI BULENT CAMBEL
SPECIAL INQUIRY - WHITE HOUSE
William H. Burke

Attached is a letter dated 6/10/63 from Dr. Jerome B. Wiesner, Special Assistant to the President and Director of the Office of Science and Technology, Executive Office of the President, to Mr. Bartlett of Liaison, expressing his personal thanks for the highly effective and expeditious way in which we handled the Special Inquiry investigation of captioned individual. It appears that Dr. Cambel was to be utilized in the conduct of a study on energy for the President, upon which the President had placed a short deadline, and Dr. Wiesner stated that our assistance contributed materially to his office being able to carry out the assignment.

We received this case on 5/14/63 and the entire time to handle, from start to finish, was 18 work days. The summary went out 6/7/63 with the exception of several agency checks which were then outstanding.

Dr. Cambel was born in 1923 in Italy of Turkish parents, and he came to the United States in 1943 as a student. He was eventually naturalized in 1951. He is now Chairman of the Mechanical Engineering Department of Northwestern University, Evanston, Illinois. He was described as a near genius by persons interviewed. The investigation was highly favorable concerning Dr. Cambel. He has a sister in Turkey who has been active in Communist Party affairs in Turkey for some time and is married to an active communist there. In 1956 he went to the Chicago Office and volunteered the information concerning his sister, and stated that he had received a letter stating she was to visit the United States. He said he had no contact with his sister since he left Turkey, and he had not answered her letters.

It is interesting to note that we are presently conducting a Special Inquiry at the request of the Naval Aide to the President concerning an enlisted Marine who is to be assigned to the White House detail. Mr. David Palmer, Office of the Naval Aide to the President, advised Mr. Bartlett that the Navy was requesting us to do the investigation (on a reimbursable basis for $920) because, if the

Enc. sent 6-18-63 CLARIFYING

62-48771-

NOT RECORDED
126 JUL 5 1963

83 434-172

1 - Administrative Division
1 - Mr. Bartlett

DHY:jgl
- 7 -

XEROX

JUL 5 1963

JUL 11 1963

ORIGINAL FILED IN

Memorandum to Mr. Evans
Re: Ali Bulent Cambel

Office of Naval Intelligence were requested to do the investigation, it would be over six months before it would be completed, and he, Mr. Palmer, is well aware of the speed and thoroughness of our investigations. It is noted that it would have been a simple matter for the Office of the Naval Aide to have requested the investigation through Mr. P. Kenneth O'Donnell and thereby avoid paying for the investigation, but, Mr. Palmer advised Mr. Bartlett, they are happy to reimburse the Bureau in order to avoid the interminable delay involved where the Office of Naval Intelligence is concerned.

The Cambel case was supervised by SA William H. Burke. Mr. Burke was aware of Dr. Wiesner's interest in the early completion of the case and followed the field closely. He smoothly and efficiently handled the preparation of the summary memorandum containing the results of the investigation. Mr. Burke is a highly capable supervisor and is thoroughly experienced in this type of investigation. He has supervised cases concerning some of the most prominent and highly controversial persons in the United States. His summary memoranda are extremely well prepared. This is another example of the uniformly excellent fashion in which he handles his work. He typifies the cool, experienced, dedicated Bureau employee whose work adds luster to the reputation of the Bureau.

ACTION

This memorandum should be routed to the Administrative Division so that a letter of commendation can be prepared for Mr. Burke for his handling of the Cambel case. A letter of acknowledgement to Dr. Wiesner is attached.

2-Orig. and 1
1-Yellow
1-Mr. Bartlett
1-Liaison

REC-19 205

July 18, 1963

RE: APPARENT INTERFERENCE WITH
WHITE HOUSE TELEPHONE LINES
INFORMATION CONCERNING

On July 10, 1963, [redacted] Kensington, Maryland, home telephone [redacted], advised the FBI that she is employed as a receptionist at the C and M Industrial Associates, 8030 Woodmont Avenue, Bethesda, Maryland. She indicated that she had a private phone in her home which has the number [redacted] b6 b7C

[redacted] stated that about 7:30 p.m. on July 9, 1963, using her private phone, she called [redacted] of Accokeek, Maryland, telephone number [redacted]. She indicated that they talked for about 20 minutes and during the course of the conversation she heard a female operator on the line stating she had a person to person call and the name of the party calling was not identifiable. b6 b7C

[redacted] stated that thereafter she heard two different men and a woman speaking and from the conversation it appeared to her that it was possibly the President and the Attorney General and that the woman's voice might be that of the First Lady. She stated that parts of the conversation that she could understand pertained entirely to family matters.

The original information concerning this call was furnished to the FBI by [redacted] who is employed at the National Aeronautics and Space Administration at Greenbelt, Maryland. She suggested that the FBI interview [redacted] since it was apparent that [redacted] was able to hear more of the conversation than [redacted] b6 b7C

O. H. BARTLETT:mer (5)

(NOTE: The above information was furnished on 7/12/63 to Special Agent in Charge, Robert I. Bouck, Protective Research Section, U. S. Secret Service, White House, by SA W. J. McDonnell. Original and copy of this memorandum will be delivered to Bouck as confirmation of above oral information.)

Delivered to Bouck USSS 7-19-63

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MAIL ROOM ☐ TELETYPE UNIT ☐

FD-36 (Rev. 12-13-56)

Mr. Tolson
Mr. Belmont
Mr. Mohr
Mr. Casper
Mr. Callahan
Mr. Conrad
Mr. Dalbeck
Mr. Evans
Mr. Gale
Mr. Rosen
Mr. Sullivan
Mr. Tavel
Mr. Trotter
Tele. Room
Miss Holmes
Miss Gandy

FBI

Date: 7/10/63

Transmit the following in _____
(Type in plain text or code)

Via AIRTEL _____
(Priority or Method of Mailing)

TO : DIRECTOR, FBI

FROM: SAC, BALTIMORE

RE : APPARENT INTERFERENCE WITH WHITE HOUSE TELEPHONE LINES INFORMATION CONCERNING

O WHITE HOUSE

Re BA telephone call to Bureau today.

On July 10, 1963, [redacted] Kensington, Maryland, home phone [redacted], advised SA ROBERT G. LAWRENCE that she is employed as a receptionist at the C and M Industrial Associates, 8030 Woodmont Avenue, Bethesda, Maryland, and that she has at her home a private phone which has the number [redacted] b6 b7C

She stated that at about 7:30 P.M. on July 9, 1963, she called over her private phone, number [redacted] of Accokeek, Maryland, telephone number [redacted] stated that she talked with [redacted] for about 20 minutes and during the course of the conversation she heard a female operator on the line stating she had a person to person call and the name of the party calling was not identifiable. b6 b7C

[redacted] stated that thereafter she heard two different men speaking and a woman, and from the conversation it appeared to her that it was possibly the President and the Attorney General talking to some woman. She believed that the woman was the President's wife. She stated that the parts of the conversation that she could understand pertained entirely to family matters.

[redacted] stated that she has not discussed this with anyone except her mother, [redacted] residing at the same address, and she knows that [redacted] also heard parts of this conversation. b6 b7C

[redacted] stated that she felt that, from the voice and accent of one of the men talking, that it was the President.

Letterhead memo to S.S. OHB 7/18/63

3 - Bureau
1 - Baltimore
TJJ:lw

ENCLOSURE

REC- 19 62-48771-205

Approved: _____ Sent _____ M Per _____
Special Agent in Charge

23 JUL 11 1963

CC - WCK

The original information concerning this call was furnished by [redacted], who is employed at the National Aeronautics and Space Administration at Greenbelt, Maryland, to SA FRANCIS X. O'NEILL, who suggested that [redacted] be interviewed since it was apparent that [redacted] was able to hear more of the conversation than [redacted] advised that she did not hear too much of the conversation at the time and the little bit of the conversation she heard dealt entirely with family matters.

b6
b7C

The above is furnished for the information of the Bureau.

7/12/63 Robert I. Bouck, USSS, advised. Will institute check of White House lines. Desires memo.
Wm. Liaison

5-113 (1-10-61)

Domestic Intelligence Division

INFORMATIVE NOTE

Date 7/11/63

Attached airtel from Baltimore advises two innocent citizens, while engaged in telephone conversation, were apparently cut in on a telephone call between the President and his wife. A second person, believed to be the AG, also talked to Mrs. Kennedy during the conversation, which related to family matters.

About two years ago we received a similar complaint wherein an innocent citizen in Phila. overheard a call from the President at the White House to an individual in Phila. At that time we advised O'Donnell at the White House, and similar dissemination will be made in this instance, if you approve.

CAE:CSH

62-48771-205

ENCLOSURE

communist connections was incorporated in the FBI summary. Kenneth O'Donnell is known to have counseled the President-elect that the new administration "can't possibly win with Salinger" and his position as Press Secretary is indefensible from a public relations point of view. The opposing group have argued against any change and obviously the new administration would have a difficult time in trying to explain any change if it were made now or in the near future.

While there is a group in the new White House staff who have some concern for the inherent dangers in appointments of individuals with questionable backgrounds, it is also obvious that there are many instances of overriding political considerations. For example, there were great pressures to appointing Negroes to a high-ranking position. Originally the staff was trying to rush through an appointment for Louis Martin, Negro newspaper editor. We alerted O'Donnell and O'Brien to the information which was available concerning his communist front connections. The Kennedy people have our summary and to date no action has been taken. When this was held up, they rushed through the appointment of Robert Weaver to head the Housing and Home Finance Agency. (Senator McClellan said last weekend in a personal, not-to-be-quoted conversation, that this appointment alone may cause Congress to withhold approving a new Governmental reorganization act for fear the Kennedy administration would go ahead and create a cabinet post for urban affairs and name Weaver to head such a department.)

Other evidence of the political considerations behind some appointments is the naming of several individuals closely associated with Adlai Stevenson forces.

Despite a public announcement by Robert Kennedy that he was divorcing himself from politics now that he has been named Attorney General, it is noted he was present at the conference with the President-elect on Saturday morning when political appointments were discussed and played a prominent role in this meeting as he has in the past. Lawrence O'Brien advised that possible appointments for three lawyers were being discussed and Robert Kennedy indicated he didn't want "any of these stiffs" in the Justice Department. O'Brien didn't identify